

RULES & REGULATIONS OF THE FITNESS CENTER

Our goal is to ensure that all of our Participants in our wellness program can enjoy a clean, safe, and fun environment. To achieve this goal, we ask all Participants to honor the following guidelines and respect one another.

VISION STATEMENT:

To provide our employees and participating family member with a safe and engaging environment, in order to pursue healthier lifestyle choices through health and wellness, fitness, and recreation programming and services.

PURPOSE:

The Fitness Center will provide quality space for fitness facilities and health and wellness services for all Participants in the Long Beach Wellness Program. Good order, proper attire, decorum and consideration of the rights and comforts of others must be observed at all times.

GENERAL RULES:

- Please check in by signing the sign in and out sheet on the clipboard.
- Participants must attend a required "fitness orientation" given by a fitness attendant and complete a "Participation Form" prior to the use of fitness center.
- Participants using the Fitness Center must be 18 years of age or older.
- Water or sport drinks may be consumed from closed containers with lids. All other food or beverage is prohibited.
- Using or being under the influence of alcohol is prohibited while using the Center.
- Smoking is prohibited in the Center.
- Participants are advised to be aware of their personal fitness limits and to exercise at a level and pace that is appropriate to them.
- Radios and tape or CD players are not allowed unless they are personal units (such as a "Walkman" or "iPod") equipped with headphones.
- The door should not be propped open.
- Please do not open any of the truck bay doors.

TRAFFIC AND PARKING:

- Fitness Participants need to be mindful of not parking in any area that would impede the egress or ingress of any fire truck or equipment. Please do not park in any restricted areas.

EQUIPMENT USE – FOR EVERYONE’S BENEFIT, PLEASE:

- **Wipe off equipment after every use.**
- Allow others to "work-in" or take turns on the equipment in the fitness room.
- Do not monopolize equipment in the weight room while others are waiting.
- Ease weights into position on the machines and do not allow them to slam down.
- Re-rack weights and return all other accessories to their proper locations when finished (this is for free weights only).

OFF-LIMIT AREAS:

Fitness Center Participants should be mindful not to enter into the fire department areas, the trucks, other equipment, etc..

ATTIRE:

- Proper attire is required. This includes closed toe shoes, t-shirts, exercise short/pants. No street shoes, jeans, open toed shoes, clothing with offensive wording or revealing clothing will be permitted. Shirts must be worn at all times.

FOR YOUR OWN SECURITY:

- Safety of all personal property is the responsibility of Participants.
- We are not responsible for lost or stolen property.

We thank you for your cooperation in helping us maintain our fitness center's clean, safe, healthy, and friendly environment. Failure to abide these guidelines may result in loss of privileges.

INCLEMENT WEATHER:

- During inclement weather of an emergency nature the Fitness Center will be closed for workout use.
- Please check with the Fire Chief or City Hall to see when the Fitness Center is opened after a storm.

GUEST POLICY

- Use of the Fitness Center is for Long Beach Wellness Participants only.

AUTHORIZED USERS OF THE FITNESS CENTER:

- The following are considered to be "authorized users" and are able to utilize the Fitness
- Employees who are Long Beach Wellness Program Participants
- Employee Dependents who are Long Beach Wellness Program Participants

ALL MEMBERS AND GUESTS UTILIZE ALL EQUIPMENT AND FACILITIES AT THEIR OWN RISK**MEMBERS USING SUCH EQUIPMENT DO SO AT THERE OWN RISK:**

- Members should be aware of their personal fitness limits. Use of fitness club equipment and exercise may be strenuous. Exercise at your own level and pace.

SAFETY PRECAUTIONS AND BASIC GYM SAFETY:

The following instructions main purpose is to assure your safety, so that you get the most out of your workouts while avoiding injuries and/or other complications. **It is imperative that you understand and adhere to each of the following safety precautions.**

1. It is strongly advised that you get a complete physical checkup before you start a strength-training program (this is not mandatory and can not be paid for by our

wellness program at this time). You might have to modify or avoid weightlifting if you have muscle or joint problems, seizure disorders, heart disease, high blood pressure, previous injuries or any other physical condition with potential for danger.

2. Be sure to always integrate warm-ups, stretching, and cooling-down into your program. This will reduce your risk of injury by increasing your blood flow and prepping your muscles for the work they are about to do. Using the proper lifting form is important not only to work your muscles correctly, but also to prevent injury. Always do your exercises through a full range of motion in a slow, controlled manner.
3. When beginning a new weightlifting program--or any time you try a new exercise--always start out using light weights. It is far better to start out too light than too heavy. Choose a weight that you are sure is light and do a warm-up set of 15 repetitions, while perfecting the correct lifting technique. If the weight is too easy for 10 to 12 reps--in keeping with your goals--add a little more weight and gradually increase that weight within the next few weeks.
4. Going to total muscle fatigue with a challenging weight is not useful objective in your first few weeks. When trying a new lift or starting a new routine, the objective is to practice and perfect your technique, and to learn how to concentrate on the muscle you are exercising.
5. Proper breathing is essential in weightlifting. If you hold your breath while lifting a weight, you run the risk of raising your blood pressure and starving your brain of oxygen. You should try to exhale during the "positive," or main exertion phase, and inhale during the "negative," the phase in which you resist and come back slowly. If this becomes too confusing or takes away from your concentration on the lift, don't worry about it--just remember to breathe.
6. Do not leave equipment lying around the weight room where someone could trip over it. Always use the collars that prevent weights from falling off the barbells. Be sure to keep your hands away from the chains, cams, pulleys, and weight plates of exercise machines when they are in use. Also, when selecting the weight for a machine exercise, be sure to push the pin in all the way. Be sure to wear a weightlifting belt on exercises that place stress on your lower back, such as bent-over lifts like squats, or barbell rows.
7. Consider having a spotter. Having a spotter (this is more for free weights, but used on the machines as well) is important not only for safety reasons but also for performance enhancement. Few things work as well as a conscientious, knowledgeable spotter or workout partner who demands proper technique and full effort on every exercise set and repetition. An effective spotter gives encouragement, technique, feedback, and just enough assistance to permit completion of that final, difficult, repetition. No matter what your goal reps are, each set should end with the last repetition being challenging; you should try to go to muscle fatigue. Given this goal, there is always the chance that when trying for a final repetition, you just can't do it all on your own. This is where your